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Not applicable

## **Architectural Services Appointment**

Britten Pears Arts

F14: Notice for changes or additional information

Notice identifier: 2024/S 000-001600

Procurement identifier (OCID): ocds-h6vhtk-0426a5

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### **Section I: Contracting authority/entity**

#### **I.1) Name and addresses**

Britten Pears Arts

Snape Maltings Concert Hall

Saxmundham

IP171SP

#### **Contact**

Ken Baines

#### **Email**

[kbaines@brittenpearsarts.org](mailto:kbaines@brittenpearsarts.org)

#### **Telephone**

+44 7970161832

#### **Country**

United Kingdom

**Region code**

UKH14 - Suffolk

**Companies House**

00980281

**Internet address(es)**

Main address

[www.brittenpearsarts.org](http://www.brittenpearsarts.org)

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**Section II: Object**

**II.1) Scope of the procurement**

**II.1.1) Title**

Architectural Services Appointment

Reference number

Arch 1 and 2

**II.1.2) Main CPV code**

- 71220000 - Architectural design services

**II.1.3) Type of contract**

Services

**II.1.4) Short description**

Architectural Services RIBA Stages 1-7 and acting as Lead Designer

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## **Section VI. Complementary information**

### **VI.6) Original notice reference**

Notice number: [2023/S 000-037202](#)

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## **Section VII. Changes**

### **VII.1) Information to be changed or added**

### **VII.2) Other additional information**

Tender Clarification Number 16

Q1. In regards to appendices to be signed , why are there 2 sets of signatures at the end of each appendix -do you need 2 directors to sign? Or one is ours and one will be BPA's?

A1. We are seeking signature from two Directors / Principals of the business (or alternatively one Director and one Company Secretary)

Q2. Who do we address them to? I assume BPA but whose attention? They start with "To: For the Attention of:"

A2. All tenders can be address to Britten Pears Arts for the attention of Ken Baines

Q3. In part 4 you request Insurances, quality assurance, H&S, Environmental. Do you want the full policy or just the certificates to prove we have everything ? such as ISO9001, CHAS, ISO14001

A3. Section 8.1.b makes it clear we are seeking copies of insurance certification demonstrating insurances, at this stage we do not need full policy documents.

Q4. Will we be marked down if the case studies are a perfect fit to yours but are older than the 3 years timeframe?

A4. In order to be considered most relevant, case studies should reflect works carried out within the last 3 years.